

MINUTES OF REGULAR MEETING OF FEBRUARY 12, 2007

The regular meeting of the Los Angeles County Commission for Women was held on Monday, February 12, 2007 in Room 372, Kenneth Hahn Hall of Administration, 500 West Temple Street, Los Angeles, California.

President Lesser called the meeting to order at 10:00 a.m.

The following Commissioners were present for roll call:

President Lesser
Commissioner Davalos
Commissioner Freeman
Commissioner Jernigan
Commissioner Rodriguez
Commissioner Tanberg

Introduction of the audience followed.

PRESIDENT'S REPORT

(Treasurer Creary and Commissioner Gravely arrived at 10:03 a.m.)

President Lesser reported the following:

- She had the opportunity to tour the Downtown Mission with Fourth District Deputy Gail Tierney. The shelter offers resources to homeless women and they also have a housing program.
- Attended a recognition ceremony for long time Fourth District Deputy Tom Martin. Mr. Martin is valiantly fighting cancer and the new life guard building in Manhattan Beach was dedicated to him at the ceremony.
- Attended the funeral of the first woman Councilperson/Mayor of Manhattan Beach Joan Dontanville, who lost her battle with cancer. President Lesser requested to adjourn the Commission's meeting with a moment of silence in memory of Joan Dontanville.

EXECUTIVE SESSION

The Commission recessed into Executive Session at 10:07 a.m.

(Commissioner ZeBrack arrived at 10:11 a.m.)

The Commission meeting reconvened at 10:40 a.m. On the motion of Commissioner Freeman, seconded by Commissioner Rodriguez, the Commission unanimously voted, with Treasurer Creary abstaining, to accept County Counsel's revisions to the Commission's Ordinance with the additional revisions:

- Section 3.64.030 Composition B. change *remainder of his or her term of ~~three~~ two years.*

- Section 3.64.120 Duties C. add *in the field of sex discrimination and prejudice, domestic violence, parenting, education, health and substance abuse....* and delete *involving the needs of women or relating to discrimination and prejudice on account of sex, marital status and sexual orientation;*

PRESENTATION ON EXECUTIVE OFFICE PROCUREMENT PROCESS

Carolyn Echols-Watson, Assistant Chief, Fiscal Services and Robert De La Cruz, Procurement Supervisor presented an overview of the procurement process and general guidelines of the County purchasing policies and procedures.

Mr. De La Cruz stated that contract agreement vendors do not need quotes and have a \$100,000 purchasing limit. Non-agreement vendors may be used for specialized type commodities and donot require a contract. When dealing with a non-agreement vendor, there is a \$1,500 limit. The non-agreement vendor will need to be registered and Procurement can assist with the registration process.

Commissioner Jernigan voiced concern that the donations given to domestic violence shelters are not vendors. Ms. Echols-Watson explained that even though the donations are not vendors, there are still restrictions on how County funds are issued. After the \$1,500 donation request, Fiscal Services sought clarification from County Counsel on issuing a donation check under the current guidelines for vendor payments. County Counsel discovered that there was no language in the Commission for Women's ordinance allowing donations. President Lesser stated that the Commission is currently working with County Counsel on revising the ordinance.

Treasurer Creary requested a list of County contract agreement vendors that are women and minority owned businesses. Mr. De La Cruz will request this information from the Chief information Office.

Mr. De La Cruz explained the meaning of a Sole Source Vendor and provided examples of what is not considered a Sole Source Vendor, a Sole Source Justification Letter, and the reasons of using a vendor as a sole source.

APPROVAL OF THE MINUTES OF JANUARY 22, 2007

On motion of Commissioner Jernigan, seconded by Treasurer Creary, the minutes of January 22, 2007 were approved with the following correction:

Page 2, last paragraph; delete ~~her~~ add *Ms. Toussaint's website because*

TREASURER'S REPORT

Treasurer Creary reported on expenditures for the month of January 2007. The beginning balance for January was \$17,208.64; the expenditures were \$2,256.24; income was \$386.01; and the ending balance was \$15,724.42. The monthly allocation for February 2007 is \$3,144.88

STAFF REPORT

Staff reported the following:

- On February 17 and 18, 2007, the Los Angeles Zoo is celebrating the Lunar New Year and will have special entertainment, crafts and food. A flyer with detailed information was distributed.
- February 16, 2007 is National Woman's Heart Day. A free health fair will occur on February 16, 2007 from 8:00 a.m. to 3:00 p.m. at the Westside Pavilion. A flyer with detailed information was distributed.
- On February 2, 2007, donations were delivered to Casa De Rosas. Ms. Ross sends her sincere thanks to the Commission. Commissioners were encouraged to continue bringing in clothing donations.
- The Domestic Violence shelter checks will be available immediately following the meeting for those Commissioners that would like to personally deliver the donation.

APPROVAL OF THE REVISION OF THE STATEMENT OF PROCEDURES

This item was tabled for the next meeting.

The Ad-Hoc Procedures Committee will meet on February 14, 2007 at 12:00 p.m. via teleconference. Treasurer Creary requested the consideration of a Junior Commissioner to mentor as a discussion item for the teleconference.

APPROVAL OF THE GUIDELINES FOR DONATION OF FUNDS TO DOMESTIC VIOLENCE SHELTERS AND AGENCIES

On Motion of Commissioner Jernigan, seconded by Commissioner Tanberg, the Commission unanimously voted to table this item to be placed on a future agenda.

Following discussion, on motion of Commissioner Rodriguez seconded by Treasurer Creary, with 5 ayes and 4 nays, the Commission approved to establish an ad-hoc committee to review the guidelines for donation of funds to domestic violence shelters and agencies. Commissioner's ZeBrack, Davalos, Rodriguez and Tanberg are interested in being on the committee. President Lesser instructed Commissioner Rodriguez to contact interested Commissioners and set a meeting date.

APPROVAL OF LETTER TO LOS ANGELES COUNTY OFFICE OF AFFIRMATIVE ACTION REQUESTING HOW MANY WOMEN ARE IN UPPER MANAGEMENT POSITIONS AND HOW MANY WOMEN ARE ELIGIBLE FOR THESE POSITIONS IN LOS ANGELES COUNTY

Commissioner Davalos presented a rough draft version of the letter and encouraged Commissioner's input and feedback. This item was tabled and will be placed on the next agenda.

RECOMMEND TO DRAFT A LETTER OF SUPPORT OF TITLE IX DATA REPORTING IN HIGH SCHOOLS, INCLUDING THE HIGH SCHOOL SPORTS INFORMATION COLLECTION ACT AND THE HIGH SCHOOL ATHLETICS ACCOUNTABILITY ACT, PENDING COUNTY APPORVAL

This item will be tabled and place on a future agenda. Commissioner Davalos requested staff to research the Board of Supervisors position on this legislation.

PURCHASE UP TO 5 TICKETS AT \$175 EACH FOR THE EAST LOS ANGELES WOMEN'S CENTER 30TH ANNIVERSARY "CELEBRATING THE SPIRIT OF COURAGE AND RESILIENCE" ON MARCH 29, 2007 AT THE AUTRY NATIONAL CENTER

Following discussion, on motion of Commissioner Rodriguez, seconded by Commissioner Davalos, the Commission unanimously approved to purchase up to five tickets at \$175 for the East Los Angeles Women's Center 30th Anniversary "Celebrating the Spirit of Courage and Resilience" on March 29, 2007 at the Autry National Center.

APPROVAL TO SEND COMMISSIONER DAVALOS TO THE QUARTERLY ACCW MEETING ON FEBRUARY 23, 2007 IN SAN DIEGO AT A COST NOT TO EXCEED \$150

Following discussion, on motion of Commissioner Rodriguez, seconded by Commissioner Freeman, with an amendment by Commissioner Jernigan, the Commission unanimously approved to send Commissioner Davalos or President's designee with voting privilidges, to the quarterly ACCW meeting on February 23, 2007 in San Diego at a cost not to exceed \$150.

2007 AWARDS LUNCHEON AD-HOC COMMITTEE REPORT

Commissioner Freeman reported that staff is currently working on the souvenir journal. There is a special price for ads purchased by family and friends of honorees. A business card size ad is \$100 and quarter page ad is \$250. Treasurer Creary inquired if there have been any organization interested in underwriting the cost of the journal. Staff is still working on securing a sponsor for the printing of the journal.

Commissioner Freeman also reported that 200 press releases and 1400 invites have been mailed. Eddie Michaels, entertainer/magician, has been confirmed and will sing the "Star Spangled Banner". The Commission requested a copy of the mailing list of luncheon invitees. Commissioner Gravely suggested that the mailing list be streamlined

and yearly data be retained. The next meeting will be a joint meeting with the Media Committee immediately following the Commission meeting on February 12, 2006 at 12:00 p.m.

COMMITTEE REPORTS

Older Women's Issues Committee: Pat Wilson reported that the Los Angeles County Area Agency on Aging Older Women's Issues Committee will meet this afternoon. The City of Los Angeles Department of Aging is currently creating a resource brochure of comprehensive services for older adults. Ms. Wilson also reported that she has been unable to get in contact with Commissioner Mummey.

Health Committee: Commissioner Tanberg reported that the Committee has received responses, from Supervisor Molina and Supervisor Burke, to the letter of concern regarding King Drew Medical Center's transition and services for women in the surrounding community. It was suggested that Dr. Chernoff be invited to speak at a future Commission meeting to directly respond to the Commission's concerns. The next committee meeting will be on February 14, 2007 at 11:00am via teleconference.

Domestic Violence Committee: Commissioner Rodriguez reported that she will be contacting Committee members to set a date for the Ad-Hoc Committee meeting to review the guidelines for donation of funds to domestic violence shelters and agencies.

Commissioner Rodriguez distributed information on the "Cut It Out" outreach program whose partners include Clairol and the National Cosmetology Association. She requested approval for participation in this program to be placed on the next agenda .

(Commissioner Pinedo arrived at 10:24 a.m.)

Gender Equity Committee: Commissioner Davalos requested staff to research the Board of Supervisor's position on the Family Leave Medical Act. She has sent a draft letter out to Commissioner's requesting their input and will be contacting committee members to set a meeting date.

Legislative Committee: Commissioner Jernigan presented updated information regarding the early release of inmates and the new resources available for the Sheriff's Department. She also reported that in the new proposed budget for 2007-08, there has been a proposed 66 billion cut to Medicare/Medicaid programs.

Commissioner Jernigan distributed a handout with the number of 2007 Women Legislators in the California Constitutional Office, California Senate, California Assembly, United States Senate and the United States Congress. Commissioner Pinedo suggested that this information be added to the Commission for Women's website.

Education Committee: No report.

Media/Public Relations Committee: Commissioner Freeman reported that the Media and Awards Luncheon Ad-Hoc Committee will meet February 12, 2007 at 12:00 pm following the Commission meeting. They will continue to have joint meetings in February.

Special Events/5K Run/Walk Committee: No report.

PUBLIC COMMENT.

There was none.

COMMUNITY OUTREACH/ANNOUNCEMENTS

Treasurer Creary attended the following events:

- Our Authors Study Club, Inc., Awards ceremony with Los Angeles City Mayor Antonio Villaraigosa during the City Council meeting at City Hall on February 9, 2007. Honorees and recipients of the Community Service Award included: Mrs. Ethel Bradley, Stevie Wonder, Judge Hatter and numerous community organizations, including the Beverly Hills Chapter, The Links, Inc. Also in attendance was Andrew Young.
- African American Museum, Black History Month Reception, *The Personal Treasures of Bernard and Shirley Kinsey* at the California African American Museum in Los Angeles on February 10, 2007.
- 25 Years in Ministry and 50 Year Celebration for Pastor John J. Hunter on February 10, 2007 at the First A.M.E. Church in Los Angeles.
- Reception for Assemblyman Mervyn Dymally on February 11, 2007 in Westwood.

President Lesser attended the following events:

- Met with Richard Girgado, County Counsel, regarding the Commission for Women's Ordinance and Sunset Review on January 16, 2007.
- Toured Downtown Mission with Fourth District Deputy, Gail Tierney on February 1, 2007.
- Attended reception honoring Supervisor Don Knabe's Senior Board Deputy Tom Martin on February 10, 2007.
- Attended funeral of first female Mayor of Manhattan Beach, Joan Dontanville on February 10, 2007.

Commissioner Davalos attended the following events:

- The Santana House grand opening on January 24, 2007 on the grounds of Los Angeles County/USC Medical Center.
- "A Committed Life" talk given by Entertainer and Social Activist, Harry Belafonte, on February 6, 2007 at Occidental College's Thorne Hall.

Commissioner Freeman spoke about the Annual 5K Run/Walk for Helen Walker and the Probations Women's Group, comprised of retired County employees, on January 26, 2007 in Downey. Commissioner Pinedo and Commissioner Rodriguez attended The Santana House grand opening on January 24, 2007 on the grounds of Los Angeles County/USC Medical Center.

MATTERS NOT POSTED ON THE AGENDA (to be presented and placed on a future agenda):

Commissioner Pinedo requested an update on the status of the Commission website. President Lesser reported that a meeting with Los Angeles County Internal Services Department is being scheduled.

Commissioner Gravely suggested that on future printing of Awards Luncheon materials, the name of any awardee(s) in Spanish should also be printed in English.

Nyla Jefferson, Staff, shared information on the 28th Annual "Living Legends" series. The event is free and will honor Louis Gossett, Jr. and Chaka Khan on February 24, 2007 at the A C Bilbrew Library in Los Angeles

ADJOURNMENT: The meeting was adjourned at 12:12 p.m. with a moment of silence in memory of Joan Dontanville, first female Mayor of Manhattan Beach.

ATTENDANCE

COMMISSIONERS

Charlotte Lesser, President
Ruth Creary, Ph.D., Treasurer
Karin Davalos
Peggy Freeman
Wadie Gravely
Ruth Jernigan
Michele Pinedo
Olivia Rodríguez
Bobbi Jean Tanberg
Elise ZeBrack

EXCUSED

Vice President Duba
Yolanda Becerra-Jones
Janet Mummey, Esq.

COUNTY REPRESENTATIVES

Sandra Barbee, Rhonda Rangel, Nyla Jefferson, and Twila P. Kerr, Executive Office
Gwen Evans, OAA

GUESTS

Pat Wilson